

Address: 3810 Milwaukee St.
Madison, WI 53714
Phone: (608) 575-9293
Website: ilcwis.org



Independent Living Council of Wisconsin (ILCW) Membership Committee Teleconference Meeting

April 4, 2022

2:00 P.M. – 3:30 P.M

APPROVED MAY 2, 2022

Action Items and Motion Items

A. Action Items

- 1. Action Item:** ILCW Program Coordinator will send an email to ILCW Members who were nominated for officer positions to request that they accept or decline their nomination and provide information to include on the ballot if they are accepting the nominations.
- 2. Action Item:** ILCW Program Coordinator will make ballots for ILCW Members to vote on officer positions before the next quarterly meeting.
- 3. Action Item:** ILCW Program Coordinator will provide LySandra Owens with the ILCW recruitment flyer to distribute at the upcoming National Association for the Advancement of Colored People (NAACP) breakfast.
- 4. Action Item:** ILCW Program Coordinator will contact Liz Gilbertson from indiGO to request contact information for tribal leaders and/or consumers who would make good council members.
- 5. Action Item:** ILCW Program Coordinator will replace the ILCW logo on the recruitment flyer with the updated logo.
- 6. Action Item:** ILCW Chair will provide ILCW Program Coordinator with contact information for the Survival Coalition so that he can send the flyer to them.
- 7. Action Item:** ILCW Program Coordinator will ask ILC directors and assistant directors to distribute flyers to DVR offices and ADRCs in their service areas.

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B. Motion Items

- 1. Motion Item:** Kyle Kleist made a motion to approve the April 4, 2022 ILCW Membership Committee meeting agenda. LySandra Owens seconded the motion. Motion carried.
- 2. Motion Item:** Jason Endres made a motion to approve March 7, 2022 ILCW Membership Committee meeting minutes. Chris Wood seconded the motion. Motion carried.
- 3. Motion Item:** Chris Wood made a motion to adjourn the April 4, 2022 ILCW Membership Committee meeting. Kyle Kleist seconded the motion. Motion carried.



C. Meeting Minutes

I. Welcome and Introductions, Randi Johnson, ILCW Secretary

Members Present: LySandra Owens; Jason Endres; Kyle Kleist; and Chris Wood.

Member(s) Absent; Excused (*): Eric Riskcus*.

Guest(s): Ramsey Lee.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator.

II. The meeting was called to order at 2:03 P.M. by Randi Johnson, ILCW Secretary

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 895 3375 2622. The meeting was also available via [Zoom](#).

III. Review and Approve April 4, 2022 ILCW Membership Committee Meeting Agenda

- Kyle Kleist made a motion to approve the April 4, 2022 ILCW Membership Committee meeting agenda. LySandra Owens seconded the motion. Motion carried. See Motion Item 1.

IV. Review and Approve March 7, 2022 ILCW Membership Committee Meeting Minutes

- Jason Endres made a motion to approve March 7, 2022 ILCW Membership Committee meeting minutes. Chris Wood seconded the motion. Motion carried. See Motion Item 2.

V. Public Comment on the State Plan for Independent Living (SPIL) or Related to Independent Living Centers and Services

- No public comment received.
- Public comment period ended at 2:14 P.M.

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VI. Discuss Officer Nominations

- ILCW members sent ILCW Program Coordinator nominations for the open positions, they are as follows:
 - Chair: Jason Endres.
 - Vice-Chair: Kyle Kleist
 - Vice-Chair Elect: Eric Riskus; and Chris Wood.
 - Treasurer: LySandra Owens
- Nominees should be given the opportunity to decline their nomination and provide information about themselves if they wish to be considered for an officer position.
 - ILCW Program Coordinator will send an email to ILCW Members who were nominated for officer positions to request that they accept or decline their nomination and provide information to include on the ballot if they are accepting the nominations. See Action Item 1.

VII. Discuss Procedure for Officer Elections

- The last officer elections were conducted via email. This worked smoothly and everyone was able to cast a ballot before the quarterly meeting so officer positions could be announced at the meeting.
 - Emails with the votes will be sent to ILCW Program coordinator for safe-keeping and counting.
- The ballots should be made in Microsoft Word so copies can easily be saved and stored for record-keeping.
 - A fillable form can be built with check boxes to signify whom each person is voting for.
 - The ballot should not count after a certain date and/or time to allow ILCW Program time to count the votes and announce the officer positions at the May Quarterly Meeting.
 - ILCW Program Coordinator will make ballots for ILCW Members to vote on officer positions before the next quarterly meeting. See Action Item 2.

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VIII. Discuss Outreach Efforts to bring Diversity to the Council

- ILCW has historically struggled to reach more diverse populations, especially ethnic minorities.
 - LySandra Owens will be attending a National Association for the Advancement of Colored People (NAACP) breakfast in the coming weeks.
 - ILCW Program Coordinator will provide LySandra Owens with the ILCW recruitment flyer to distribute at the upcoming NAACP breakfast. See Action Item 3.
 - indiGO had a federal grant to work with the native tribes in the northern part of the state and may know of some persons who would be good council members.
 - ILCW Program Coordinator will contact Liz Gilbertson from indiGO to request contact information for tribal leaders and/or consumers who would make good council members. See Action Item 4.
 - Eric Riskus also mentioned that he might have some connections to the tribes in his service area.
 - ILCW Secretary and Kyle Kleist have some contacts in the Hmong community that they can talk to about persons who might be interested in ILCW membership.

IX. Discuss Distribution of ILCW Recruitment Flyer

- ILCW Program Coordinator updated the ILCW logo so that it is less pixelated and will work better with scaling.
 - ILCW Program Coordinator will replace the ILCW logo on the recruitment flyer with the updated logo. See Action Item 5.
- The Survival Coalition is comprised of about 30 different advocacy groups and non-profit organizations who may have persons that are interested in joining the council.
 - ILCW Chair will provide ILCW Program Coordinator with contact information for the Survival Coalition so that he can send the flyer to them. See Action Item 6.

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- ILC Staff should also be asked to identify consumers who may be a good fit for the council.
- Division of Vocational Rehabilitation (DVR) offices and Aging and Disability Resource Centers (ADRCs) serve many persons with disabilities who may be interested.
 - Independent Living Center (ILC) directors and assistant directors may have relationships with the ADRCs and DVR offices in their service areas.
 - IL Staff may also work with consumers who would be good members of the council.
 - ILCW Program Coordinator will ask ILC directors and assistant directors to distribute flyers to DVR offices and ADRCs in their service areas. See Action Item 7.
- Managed Care Organizations (MCOs) help a wide range of consumers who may have insights into how Long-Term Care issues may be addressed by the council.
- Posting flyers with Workforce Development Boards is a good way to reach persons who are underserved, undiagnosed, or unconnected to the disability network.

X. Discuss Councils and Other Organizations to Partner with for Training Opportunities

- This will likely be a standing agenda item for this Committee.
- Partnering with other councils, groups, and disability organization to discuss what each is responsible for and what their roles are would be a good training opportunity.

XI. Adjourn

- Chris Wood made a motion to adjourn the April 4, 2022 ILCW Membership Committee meeting. Kyle Kleist seconded the motion. Motion carried. See Motion Item 3.

Meeting Adjourned at 3:11 P.M.